



**Notice of Intent to Award**

Solicitation Number	235243	Award Date	2/7/2023   1:02 PM CST
Solicitation Title	General Maintenance and Repair of ATV, UTV, and PowerSport Equipment		
Buyer Name	Von L. Bell	Buyer Email	von.bell@nashville.gov
BAO Rep	Christopher Wood	BAO Email	christopher.wood@nashville.gov

**Awarded Supplier(s)**

In reference to the above solicitation and contingent upon successful contract negotiation, it is the intent of the Metropolitan Government of Nashville and Davidson County to award to the following supplier(s):

Company Name	Ameria's Motor Sport	Company Contact	Pam Warren	
Street Address	930 8th Avenue S			
City	Nashville	State	TN	Zipcode 37203

Company Name		Company Contact		
Street Address				
City		State		Zipcode

Company Name		Company Contact		
Street Address				
City		State		Zipcode

**Certificate of Insurance**

The awarded supplier(s) must submit a certificate of insurance (COI) indicating all applicable coverage required by the referenced solicitation. The COI should be emailed to the referenced buyer no more than 15 days after the referenced award date.

**Equal Business Opportunity Program**

Where applicable, the awarded supplier(s) must submit a signed copy of the letter of intent to perform for any and all minority-owned (MBE) or woman-owned (WBE) subcontractors included in the solicitation response. The letter(s) should be emailed to the referenced business assistance office (BAO) rep no more than two business days after the referenced award date.

Yes, the EBO Program is applicable.  No, the EBO Program is not applicable.

**Monthly Reporting**

Where applicable, the awarded supplier(s) will be required monthly to submit evidence of participation and payment to all small (SBE), minority-owned (MBE), women-owned (WBE), LGBT-owned (LGBTBE), and service disabled veteran owned (SDV) subcontractors. Sufficient evidence may include, but is not necessarily limited to copies of subcontracts, purchase orders, applications for payment, invoices, and cancelled checks.

Questions related to contract compliance may be directed to the referenced BAO rep.

Yes, monthly reporting is applicable.  No, monthly reporting is not applicable.

**Public Information and Records Retention**

Solicitation and award documentation are available upon request. Please email the referenced buyer to arrange.

A copy of this notice will be placed in the solicitation file and sent to all offerors.

**Right to Protest**

Per MCL 4.36.010 – any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the purchasing agent. The protest shall be submitted in writing within ten (10) days after such aggrieved person knows or should have known of the facts giving rise thereto.

MLL Supervisor (Initial)

Michelle A. Hernandez Lane  
 Michelle A. Hernandez Lane  
 Purchasing Agent & Chief Procurement Officer

Enter Solicitation Title & Number Below						
RFQ 235243 General Maintenance and Repair of ATV,UTV, and Powersport Equipment	Min. SBE/SDV Participation	Incentive Percentage	Incentive Calculator	Lowest Bid	MACP	Winning Bid
	0.0%	0.00%	0.00%	\$235,000.00	\$235,000.00	\$235,000.00
Offeror's Name	Bids	SBE	Participation Requirement	Participation Incentive	Incentive Evaluation Amount	Status of ITB Award
America's Motor Sports	\$235,000.00		\$0.00	\$0.00	\$0.00	Awarded

**From:** [Lane, Michelle \(Finance - Procurement\)](#)  
**To:** [Bell, Von \(Finance\)](#)  
**Cc:** [Clay, Gary \(Finance\)](#)  
**Subject:** RE: RFQ 235243 General Maintenance and Repair of ATV, UTV, and Powersport Equipment (Single Bidder)  
**Date:** Tuesday, February 7, 2023 9:08:08 AM

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Approved.

Michelle A. Hernandez Lane  
Chief Procurement Officer/Purchasing Agent  
Department of Finance  
Procurement Division  
Metropolitan Nashville Davidson County  
730 2<sup>nd</sup> Avenue South, Ste. 101  
Nashville, TN 37201  
Office- 615.862.5471

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**From:** Bell, Von (Finance) <Von.Bell@nashville.gov>  
**Sent:** Thursday, January 12, 2023 11:39 AM  
**To:** Lane, Michelle (Finance - Procurement) <Michelle.Lane@nashville.gov>  
**Cc:** Clay, Gary (Finance) <Gary.Clay@nashville.gov>  
**Subject:** FW: RFQ 235243 General Maintenance and Repair of ATV, UTV, and Powersport Equipment (Single Bidder)

Michelle,

Per **R4.12.011.03.1**. I am needing approval of a single bidder for the solicitation General Maintenance and Repair of ATV, UTV, and Powersport Equipment. **RFQ# 235243** closed with a single bidder, America's Motor Sports.

Please note, the department contact Andrew Tinsley considers the offer fair and reasonable and agrees to proceed. An adequate number of suppliers had an opportunity to submit responses to the solicitation as all suppliers registered under category code 78180000 that were sent the **ITB**. Please note, no **EBO goals or MBE/WBE were established for this solicitation.**

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**From:** Tinsley, Andrew J (Fleet Management) <[Andrew.Tinsley@nashville.gov](mailto:Andrew.Tinsley@nashville.gov)>  
**Sent:** Thursday, January 12, 2023 8:49 AM  
**To:** Bell, Von (Finance) <[Von.Bell@nashville.gov](mailto:Von.Bell@nashville.gov)>  
**Subject:** RE: RFQ 235243 General Maintenance and Repair of ATV, UTV, and Powersport Equipment

Appears good to me. I don't believe they understood the Index used for escalation but that can be discussed at the time of request if needed.

Thanks

Andrew

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**From:** Bell, Von (Finance) <[Von.Bell@nashville.gov](mailto:Von.Bell@nashville.gov)>  
**Sent:** Thursday, January 12, 2023 8:36 AM  
**To:** Tinsley, Andrew J (Fleet Management) <[Andrew.Tinsley@nashville.gov](mailto:Andrew.Tinsley@nashville.gov)>  
**Subject:** RE: RFQ 235243 General Maintenance and Repair of ATV, UTV, and Powersport Equipment

Andrew,

Here ya go!!

Thanks,

*Von L. Bell*

Procurement Officer II (Buyer)  
Department of Finance  
Procurement Division  
Metropolitan Government, Nashville Davidson County  
730 2<sup>nd</sup> Avenue South, St 101  
Nashville, TN 37201  
Office-615-862-6463



*Do what you are supposed to do when you are supposed to do it; because when you don't, it impacts others!!!*

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**From:** Tinsley, Andrew J (Fleet Management) <[Andrew.Tinsley@nashville.gov](mailto:Andrew.Tinsley@nashville.gov)>  
**Sent:** Thursday, January 12, 2023 8:33 AM  
**To:** Bell, Von (Finance) <[Von.Bell@nashville.gov](mailto:Von.Bell@nashville.gov)>  
**Subject:** RE: RFQ 235243 General Maintenance and Repair of ATV, UTV, and Powersport Equipment

Where is the bid tab with hourly rates?

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**From:** Bell, Von (Finance) <[Von.Bell@nashville.gov](mailto:Von.Bell@nashville.gov)>  
**Sent:** Thursday, January 12, 2023 8:30 AM  
**To:** Tinsley, Andrew J (Fleet Management) <[Andrew.Tinsley@nashville.gov](mailto:Andrew.Tinsley@nashville.gov)>  
**Subject:** RFQ 235243 General Maintenance and Repair of ATV, UTV, and Powersport Equipment

Andrew,

I have attached the bid submitted for [RFQ 235243 ] General Maintenance and Repair of ATV, UTV, and Powersport Equipment. Please review and respond if the department considers the offer fair and reasonable to continue the procurement process. Please note that bidder has 3 maintenance shops available to provide the requested repair services for the equipment.

Thanks,

*Von L. Bell*

Procurement Officer II (Buyer)

Department of Finance

Procurement Division

Metropolitan Government, Nashville Davidson County

730 2<sup>nd</sup> Avenue South, St 101

Nashville, TN 37201

Office-615-862-6463



*Do what you are supposed to do when you are supposed to do it; because when you don't, it impacts others!!!*

**Certificate Of Completion**

Envelope Id: A3B5DB3787CA46E7A26D9CC89CA1A1E6	Status: Completed
Subject: Intent to Award - RFQ # 235243 for General Maintenance and Repair of ATV, UTV, and PowerSport Equip	
Source Envelope:	
Document Pages: 5	Signatures: 1
Certificate Pages: 2	Initials: 1
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Von Bell
Time Zone: (UTC-06:00) Central Time (US & Canada)	730 2nd Ave. South 1st Floor
	Nashville, TN 37219
	von.bell@nashville.gov
	IP Address: 170.190.198.190


**Record Tracking**

Status: Original 2/7/2023 10:01:59 AM	Holder: Von Bell von.bell@nashville.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Metropolitan Government of Nashville and Davidson County	Location: DocuSign

**Signer Events**

Signer Events	Signature	Timestamp
Gary Clay Gary.Clay@nashville.gov Asst. Purchasing Agent Security Level: Email, Account Authentication (None)	  Signature Adoption: Uploaded Signature Image Using IP Address: 170.190.198.190	Sent: 2/7/2023 10:06:03 AM Viewed: 2/7/2023 11:23:34 AM Signed: 2/7/2023 11:24:14 AM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Michelle A. Hernandez Lane michelle.lane@nashville.gov Chief Procurement Officer/Purchasing Agent Metro Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 170.190.198.190	Sent: 2/7/2023 11:24:16 AM Viewed: 2/7/2023 1:02:24 PM Signed: 2/7/2023 1:02:35 PM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	2/7/2023 10:06:04 AM
Certified Delivered	Security Checked	2/7/2023 1:02:24 PM
Signing Complete	Security Checked	2/7/2023 1:02:35 PM
Completed	Security Checked	2/7/2023 1:02:35 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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